

FILE COPY



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



DARLENE GREEN  
Comptroller

*Internal Audit Section*

Carnahan Courthouse Building  
1114 Market St., Room 608  
St. Louis, Missouri 63101  
(314) 622-4723  
Fax: (314) 613-3004

July 20, 2004

Mr. Halbert Sullivan, Executive Director  
Father Support Center  
1401 LaSalle Street  
St. Louis, MO 63115

RE: Fiscal Monitoring Report of Father Support Center.  
(#2004-SLATE-29)

Dear Mr. Sullivan:

Enclosed is a report of our fiscal monitoring review of Father Support Center, (Contract #110-04) for the period November 1, 2003 through May 31, 2004. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Father Support Center. Our fieldwork was substantially complete on July 9, 2004.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and an agreement with the St. Louis Agency on Training and Employment (SLATE) to provide fiscal monitoring to all grant subrecipients. If you have any questions, please contact Dwayne Crandall at 613-7257.

Sincerely,

*Keenan T. McKinney*

Keenan T. McKinney, CIA  
Internal Audit Manager

cc: Honorable Darlene Green, Comptroller  
Tom Jones, Director - SLATE  
Kim Neske, Fiscal Manager - SLATE

Enclosure



# CITY OF ST. LOUIS

*ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT (SLATE)*

*FATHER SUPPORT CENTER  
CONTRACT #110-04*

*FISCAL MONITORING REVIEW*

*NOVEMBER 1, 2003 THROUGH MAY 31, 2004*

*PROJECT #2004-SLATE29*

*DATE ISSUED: JULY 20, 2004*

*Prepared by:  
The Internal Audit Section*



## OFFICE OF THE COMPTROLLER

*Honorable Darlene Green, Comptroller*

CITY OF ST. LOUIS  
ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT  
FATHER SUPPORT CENTER  
CONTRACT #110-04  
FISCAL MONITORING REVIEW  
NOVEMBER 1, 2003 THROUGH MAY 31, 2004

TABLE OF CONTENTS

<u>Description</u>	<u>Page(s)</u>
INTRODUCTION	
Background	
Purpose	1
Scope and Methodology	1
	1
CONCLUSION AND SUMMARY OF OBSERVATIONS	
Conclusion	
Status of Prior Observations	2
A-133 Status	2
Summary of Current Observations	2
	2

**CITY OF ST. LOUIS  
ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT  
FATHER SUPPORT CENTER  
CONTRACT #110-04  
FISCAL MONITORING REVIEW  
NOVEMBER 1, 2003 THROUGH MAY 31, 2004**

**INTRODUCTION**

**Background**

**Contract Name:** Father Support Center

**Contract Number:** #110-04

**Contract Period:** July 1, 2003 through June 30, 2004

**Contract Amount:** \$91,440.00, adjusted to \$141,440 as of November 1, 2003

This contract provides Workforce Investment Act funds through the St. Louis Agency on Training and Employment (SLATE) to the Father Support Center for its Workforce Investment Act Adult program. The Father Support Center is responsible for recruitment of clients, to enroll at least 50 adults in job seeking skills class, job development/placement, and follow-up. Their goal was to place forty (40) clients into employment. The jobs are for regular full-time employment at an average pay rate of \$9.00 per hour. Also, the Agency provides follow-up services at 30 days, 90 days, 6 months and 12 months.

**Purpose**

The purpose of our review was to determine Father Support Center's compliance with federal, state and local SLATE requirements for the period November 1, 2003 through May 31, 2004, and make recommendations for improvements.

**Scope and Methodology**

We made inquiries regarding Father Support Center's internal controls relating to the grant administered by the St. Louis Agency on Training and Employment (SLATE), tested evidence supporting the reports the agency submitted to SLATE and performed other procedures considered necessary. Our fieldwork was substantially complete on July 9, 2004.

CITY OF ST. LOUIS  
ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT  
FATHER SUPPORT CENTER  
CONTRACT #110-04  
FISCAL MONITORING REVIEW  
NOVEMBER 1, 2003 THROUGH MAY 31, 2004

**CONCLUSION AND SUMMARY OF OBSERVATIONS**

**Conclusion**

We found no evidence to suggest that Father Support Center did not comply with federal, state, and local SLATE requirements.

**Status of Prior Observations**

The Agency's most recent fiscal monitoring report dated December 16, 2003 identified no observations.

**A-133 Status**

According to a letter received from Agency management, Father Support Center was not required to obtain an A-133 audit for the period ended December 31, 2003 because they did not expend \$300,000.00 or more in Federal funds.

**Summary of Current Observations**

We noted no observations during our review.